

Manchester Community College
JOB OPPORTUNITY
Police Officer

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Police Officer (P.O.S.T Certification)
Location: Manchester Community College, Manchester, CT
Hours: 40 Hours per week, second shift M – F 3:00 – 11:00 p.m.
Salary: \$50,466 - \$66,404
Closing Date: Monday, May 12, 2014

General Knowledge: Applicant must have knowledge of police and security practices and procedures; knowledge of relevant state and federal laws, statutes and regulations; knowledge of traffic and crowd control practices and procedures; knowledge of criminal law and court procedures; knowledge of juvenile law and practices; considerable interpersonal skills; oral and written communication skills; ability to analyze emergency situations and develop effective courses of action to same; experience in supervising the work of others. An understanding of the mission of the community college, a demonstrated ability to respond to and work with multiple constituencies, and involvement in support of a culturally and ethnically diverse population are essential.

Duties: Responding to emergencies and requests for assistance; conducting criminal investigations; applying for arrest and search warrants; enforcing motor vehicle and criminal statutes; effecting criminal arrests; completing arrest paperwork; enforcing regulations relating to parking and traffic control; testifying in court; speaking with public groups and organizations; performing dispatching duties at communications desk; monitoring alarm systems; locking/unlocking designated buildings and classrooms; providing public direction at events and in the course of daily patrol; directing traffic; periodically patrolling in police cruiser and on foot; providing supervision to civilian staff members of Police Department; and other assigned duties as necessary

General Experience: Candidates MUST possess a current valid P.O.S.T. certification and be able to pass all P.O.S.T. requirements for lateral transfers.

Special Requirement: P.O.S.T. Certified

Physical Requirement: A physical fitness assessment will be required of all applicants.

Note:

The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, an Application and three references to:

Desreen Petgrave, Human Resource Specialist
Manchester Community College, MS# 2
Great Path, P.O. Box 1046
Manchester, CT 06045-1046
dpetgrave@mcc.commnet.edu

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.